**INSTRUCTIONS FOR COMPLETING THE**

**STANDARD SELECTION QUESTIONNAIRE (SQ) FOR:**

**UK&I 2030 FIFA WORLD CUP FEASIBILITY ASSESSMENT**

**SAFETY AND SECURITY COST ASSESSMENT**

**Introduction**

UK Sport is working alongside the Football Association and Government Authority partners (the ‘Partners’) of the UK and Ireland to assess the feasibility of a 5-association bid for the 2030 FIFA World Cup. This includes a full and comprehensive assessment of the likely costs which would be incurred by prospective event partners to host the tournament.

Partners are now seeking to further develop cost appraisal work by assessing the safety and security requirements needed to deliver the event in the UK and Ireland. Submissions from individual suppliers, organisations and joint bids from consortiums/JVs are welcomed.

The selection questionnaire (“**SQ**”) is a preliminary round of the tender process. It is designed to highlight the suitability of prospective suppliers to fulfil the specification of the tender. Suppliers unable to illustrate that they can meet these practical requirements will not be invited to tender for the full work. Please submit your completed SQ to todd.cooper@uksport.gov.uk **by 1pm on 9 July 2021.** If you pass, you will then be asked to sign a Confidentiality Agreement before more details on the project are released in the Invitation to Tender.

**Background**

UK Sport is the brand name of the United Kingdom Sports Council which was established by Royal Charter on 19th September 1996 as one of the two successor bodies to the Sports Council. UK Sport’s mission is to works in partnership to lead sport in the UK to world-class success. UK Sport’s core responsibilities cover sports performance, hosting major events and international relations.

Amongst its responsibilities, UK Sport fulfils the role of the technical major events agency for UK government. This includes the oversight and delivery of major and mega event feasibility studies to assess the technical and financial viability of UK bids for a variety of different event properties.

**Outline statement of scope of work**

UK Sport is now seeking to procure services of a small team of safety and security specialists and cost consultants to deliver detailed Security infrastructure, equipment and resource cost appraisals for the security solutions and personnel which will be required to meet FIFA’s World Cup requirements. This includes government Safety and Security guarantee requirements (excluding policing elements which will be provided by UK and Ireland Policing bodies) and measures needed to safely host the tournament in the UK&I.

Major and mega event Safety and Security expertise and demonstrable, extensive recent experience of working in the successful planning, implementation and delivery of Safety and Security measures at mega events is essential. Experience of working in the scoping and delivery of the full spectrum of Safety and Security solutions for major and mega events is also a prerequisite as is a comprehensive understanding of the policing and security landscape in the UK & Ireland. The appointed party(ies) will have an advanced understanding of football and city specific Safety and Security requirements and will be expected to operate with the utmost discretion.

**Timetable**

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| **Date** | **Activity** |
| 1 July 2021 | Tender notice and Selection Questionnaire (“**SQ**”) published.  |
| 1pm on 9 July 2021 | Deadline for receipt of SQ. Please submit SQ **as soon as possible** as only after passing the SQ will prospective tenderers be asked to sign a Confidentiality Agreement in order to receive the full Invitation to Tender (“**ITT**”).  |
| 1pm on 12 July 2021 | Deadline for prospective tenderers to have signed the UK Sport Confidentiality Agreement via DocuSign.  |
| 1pm on 19 July 2021 | Deadline for tenderers to submit clarification questions on the procurement process or specification. |
| 23 July 2021 | UK Sport to issue responses to clarification questions |
| 4pm on 4 August 2021 | Deadline for receipt of tenders |
| 6 August 2021 | Completion of Assessment of tenders |
| 6 August 2021 | Notification of assessment and UK Sport to confirm supplier(s) shortlisted for presentation  |
| 11 August 2021 | Proposal presentations in London/ video conference (shortlisted providers only) |
| 13 August 2021 | Notification of preferred tenderer/unsuccessful tenderers |
| 13-23 August | Standstill period |
| 24 August 2021 | Contract commencement date |

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| **Section 1 – Potential Supplier Information** |
|  | **Question** | **Answer** |
| 1 | Full company name of the potential supplier submitting the information |  |
| 2 | Registered office address (if applicable) |  |
| 3 | Registered website address (if applicable) |  |
| 4 | Trading statusa) public limited companyb) limited company c) limited liability partnership d) other partnership e) sole traderf) third sector g) other (please specify) |  |
| 5 | Date of registration in country of origin |  |
| 6 | Company registration number (if applicable) |  |
| 7 | Charity registration number (if applicable) |  |
| 8 | Registered VAT number |  |

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| **Section 2 -** **Contact details and declaration** |
|  | **Question** | **Answer** |
| 1 | Contact name |  |
| 2 | Name of organisation |  |
| 3 | Role in organisation |  |
| 4 | Phone number |  |
| 5 | E-mail address |  |
| 6 | Postal address |  |
| 7 | Signature (electronic is acceptable) |  |
| 8 | Date |  |

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| **Section 3 - General questions** |
|  | **Question** | **Answer** |
| 1 | Do you have recent, successful experience and/or involvement in delivering safety and security at major and mega events? | Yes/No |
| 2 | Please list the major/mega events which you have been involved in and the role performed. | 200 word limit |
| 3 | Do you have recent, successful experience and/or involvement in developing safety and security budgets for major and mega events? | Yes/No |
| 4 | Please provide specific details of the major/mega events which you have developed budgets for. | 200 word limit |
| 5 | Do you have experience of working collaboratively with safety and security partners in the UK, as part of either developing major and mega event feasibility studies/bids, or delivering major/mega events? | Yes/No |
| 6 | Please provide details of the names of Partners with whom you have worked as part of major/mega event planning and delivery. | 200 word limit |